

Job Title: CIVIL ENGINEER VI - MATERIALS ENGINEER - IPR#45760

Agency : Department of Transportation

Closing Date/Time: 06/17/2022

Salary: \$7,085 - \$11,020 Monthly

Job Type: Salaried Full Time

County: LaSalle

Number of Vacancies: 1

Plan/BU: NR916 - Protech Teamsters

This position is a union position; therefore, provisions of the relevant collective bargaining agreement/labor contract apply to the filling of this position.

All applicants who want to be considered for this position MUST apply electronically through the illinois.jobs2web.com website. State of Illinois employees should click the link near the top left to apply through the SuccessFactors employee career portal.

Applications submitted via email or any paper manner (mail, fax, hand delivery) will not be considered.

***This position is covered by the Revolving Door Prohibition Policy.**

Agency Mission Statement

The Illinois Department of Transportation is seeking to hire a Materials Engineer.

The IDOT team works diligently to provide safe, cost-effective transportation for Illinois in ways that enhance quality of life, promote economic prosperity and protect our environment. We are problem solvers and leaders, constantly searching for innovations and improvements in support of our commitment to providing the best multimodal transportation system for Illinois.

Our team fosters a culture of inclusivity. We value diversity and hold ourselves to the highest ethical standards as we work together for a common purpose. Team members frequently collaborate with colleagues and others outside the department to best meet customer needs.

Employees enjoy excellent benefits, including health, vision and dental insurance; a retirement plan and deferred compensation options; state holidays and other time off; tuition reimbursement; flexible schedules; and pre-tax benefit programs. The department also offers extensive training and career advancement opportunities.

We invite qualified applicants to apply to become part of our team. We are confident that you will take pride in serving Illinois and its residents and visitors.

Job Responsibilities

This position is accountable for the management of the district Materials Section, which is responsible for the inspection and testing of all materials used in the construction and maintenance of highways.

Subordinate Personnel:	4 Direct / 18-50 Indirect (Plus 30-40 others furnished by Construction and consultants providing materials inspection and testing)
Annual Payroll:	\$1,000,000
Material and Project Sources:	Approximately 100
Value of Materials Inspected:	\$50M to \$200M
Value of Projects Requiring Quality Control:	\$50,000 to \$50M

This position reports to the Project Implementation Engineer. Reporting directly to this position are the Geotechnical Engineer, Mixtures Control Engineer, Physical Tests Engineer, and an Executive Secretary.

The Materials section is responsible for providing material quality assurance for all materials and mixes used in construction and maintenance of highways. In carrying out this responsibility, the bureau must be responsible to working schedules of contractors ensuring an uninterrupted flow of inspected materials into the project while maintaining the integrity of contract specifications. This position is unique in having to maintain this balance with

increasing demands for quality and decreasing available resources for accomplishing the section's responsibilities.

This position deals with both technical and managerial problems. Typical problems encountered are: determining and developing methods of compliance with specifications; assignment of trained personnel to adequately meet the inspection and testing demands; meeting time schedules for reports, and motivating employees' technical development. The greatest challenge in this position is the implementation of sophisticated testing methods, which are responsive to unique situations and evolving technologies.

The incumbent personally directs the activities of personnel in three units; reviews manpower needs and assigns personnel, serves as the district expert on materials; approves new testing procedures and equipment; approves substitutions for unavailable products and materials; reviews field and laboratory tests results, complex material problems, and takes appropriate action; and determines the training needs of bureau personnel.

(Job Responsibilities continued)

The incumbent accomplishes accountabilities through the following staff:

Geotechnical Engineer – who, with a staff is accountable for the determination of soil conditions on all highway improvements in the district.

Mixtures Control Engineer – who, with a staff is accountable for ensuring the quality of all mixtures produced for use in highway improvements in the district.

Physical Tests Engineer – who, with a staff is accountable for ensuring the quality of all materials for use in highway improvements in the district.

Secretary – who independently performs responsible secretarial duties.

The incumbent is responsible for the operation of the Materials Section and has the authority to recommend to the Regional Engineer the hiring, firing, promotion and salary administration actions of subordinates. Additionally, the incumbent approves the purchases of equipment, commodities and services within budgetary limitations and the State Purchasing Act. The incumbent has broad authority to make decisions on materials issues using departmental and Federal Highway Administration (FHWA) policies and procedures as a guide. S/He keeps the Project implementation Engineer informed of issues that are or could be controversial. The incumbent is responsible for compliance with the provisions of the Illinois Department of Transportation (IDOT) Employee Safety Code so that operations can be done in a manner which ensures the safety to himself/herself, fellow workers, and the public.

The incumbent is in frequent contact with personnel from all district bureaus, sections, and the central Bureau of Materials on proposed and operating materials issues. Externally, the incumbent has contacts with material suppliers, contractors' personnel, local governmental officials and with the FHWA on materials problems of mutual concern. Occasional cooperative material inspection arrangements are also provided for the Department of Natural Resources (DNR), U.S. Army Corps of Engineers, Illinois State Police (ISP), Capital Development Board (CDB) and Division of Aeronautics. Travel is required for material inspection and for meetings with possible overnight stays.

The effectiveness of this position can be measured by the quality of materials placed in highway construction projects in a timely manner, and the timely completion of general reports and special investigations required during the planning, design, and construction of highway improvement projects.

Principal Accountabilities

1. Ensures that all materials used in highway construction projects in the district substantially meet contract specifications.
2. Ensures that all materials produced inside or outside the district for use in the district are properly inspected.
3. Plans, organizes, directs, and controls the activities of the Materials section.
4. Assigns, trains, motivates, and evaluates subordinate personnel.
5. Establishes goals and objectives, which will result in efficient and effective performance of the activities of the Materials section.
6. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
7. Performs other duties as assigned.

Qualifications

Position Requirements

- Education/Experience
 - Current registration as a Licensed Professional Engineer in the state of Illinois
 - Eight years of experience in civil engineering including three years supervising staff and managing engineering functions
- Valid Driver's License
- Statewide travel with overnight stays

Position Desirables

- Ability to initiate, coordinate, and direct large scale engineering programs or research and planning activities of a difficult technical nature
- Comprehensive knowledge of the policies controlling the activities administered and the ability to enforce these policies
- Ability to promote, establish, and maintain harmonious relationships with staff and the general public
- Strong oral and written communications skills

Work Hours: 7:00 AM - 3:30 PM Monday-Friday

Work Location: 700 E Norris Dr Ottawa, IL 61350-1628

Office: Office of Highways Project Implementation/Region 2/District 3/Project Implementation

Agency Contact: DOT.CO.BPM.EmploymentApplications@Illinois.gov

Job Family: Transportation

APPLICATION INSTRUCTIONS

Use the "Apply" button at the top right or bottom right of this posting to begin the application process.

If you are not already signed in, you will be prompted to do so.

State employees should sign in to the career portal for State of Illinois employees – a link is available at the top left of the Illinois.jobs2web.com homepage in the blue ribbon.

Non-State employees should log in on the using the "View Profile" link in the top right of the Illinois.jobs2web.com homepage in the blue ribbon. If you have never before signed in, you will be prompted to create an account.

If you have questions about how to apply, please see the following resources:

State employees: Log in to the career portal for State employees and review the Internal Candidate Application Job Aid

Non-State employees: on Illinois.jobs2web.com – click "Application Procedures" in the footer of every page of the website.

The main form of communication will be through email. Please check your "junk mail", "spam", or "other" folder for communication(s) regarding any submitted application(s). You may receive emails from the following addresses:

- donotreply@SIL-P1.ns2cloud.com
- systems@SIL-P1.ns2cloud.com